

2.9.1 Administration: The Karnataka State Archives is headed by a Director who is in over-all charge of the Department. The Department at present comprises of the following section: (1) Administration, (2) Historical Records, (3) Regional Committee for Survey of Historical Records, (4) General Records, (5) Library and Spare Copy, (6) Reprography (7) Indexing of Secretariat Departmental records, and (8) Bindery.

There are proposals to set up a full-fledged micro-film unit and to activate the Regional Survey work.

2.9.2 Budget: During 1978-79 a sum of Rs.2.60 lakhs ^{was} spent on the non-plan side out of the budget provision of Rs. 3.91 lakhs. On the plan side a sum of Rs.2.90 lakhs was spent out of the budget provision of Rs.5 lakhs. For 1979-80 a sum of Rs. 7.14 lakhs has been provided on the non-plan side while a provision of Rs. 3 lakhs has been made on plan side.

2.9.3 Building: A proposal regarding construction of a separate building for the State Archives is under consideration.

2.9.4 Record Management: Records of Karnataka Government Secretariat were examined, 4.5% of which were marked for retention and the remaining for weeding. The retention schedule prescribed in the Hand Book of Office Procedure of Secretariat Manual is being followed while reviewing the records.

2.9.5 Research and Reference : During the year 1978-79, 23 research scholars, (including foreign scholars) consulted the records of the State Archives. 35,890 requisitions by Government Agencies and 13,368 by research scholars were attended to and 11,909 records were supplied to individuals.

2.9.6 Reference Media : To facilitate research work, the classification and preparation of catalogue of records of historical value have been taken up. About 30 Persian documents were chronologically listed under this programme during the period under review.

2.9.7 Publication Programme : "Catalogue of Records" volume I and II pertaining to the proceedings of the Government of Mysore from 1834 to 1961 and the Residency Files of Civil and Military Station (1881 to 1947) Bangalore, respectively have been published. Besides, material for Volume III of catalogue of records, comprising Agriculture department files of Government Secretariat covering the period 1837 to 1943 and Volume IV pertaining to Home Department files has been compiled for publication.

The project of publication of 'Karnataka letters' and the publication of unpublished historical documents entitled "Fort St. George letters" to the Court of Directors, London 1791-92 also made progress.

2.9.8 Preservation of Records : During the period 20 books were repaired with tissue paper and acetate foil and 1448 books were bound.

2.9.9 Photo Duplication : The State Archives has a Micro-filming Unit of its own.

2.9.10 Library : During the period under review, 55 books were purchased and added to the Library at an approximate cost of Rs.1,990/- There is a proposal to acquire back-numbers of important historical periodicals, journals, ~~rare~~ books, etc. on various subjects of interest, including Archives.

2.9.11 Other Activities : Publicity through the ^{press} radio broadcasts and exhibition was conducted to create Archival consciousness.